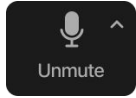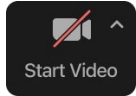# LEA-Authorized Charter Schools Monthly Call

May 14, 2025

Zoom Meeting Preparation

- Please make sure your phone or computer is muted to minimize background noise.
    - To do this, hover over the bottom left-hand side of your screen and click "Mute."

- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
    - To do this, hover over the bottom left-hand side of your screen and click "Stop Video."
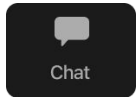
- Please submit questions during the presentation in the "Chat" function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.

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Contact Information

Please provide your **name** and **email address** in the chat box. A copy of the presentation will be sent to you after this meeting.

To access slide decks from previous calls, you may visit the LDOE Monthly Call webpage.

Agenda

- Monthly Call Goals
- Key Dates
- Charter Board Governance
- Diverse Learner Updates
- Educator Evaluation Updates

Ice Breaker

Ice Breaker- Chat Waterfall

- Type your answer to the prompt below into the chat but don't hit enter or send yet…
- Wait until I say "Go" and then hit send.
- Everyone's responses will waterfall through the chat

Prompt:

Monthly Call Goals

WELCOME

Goals for Local Authorizer Monthly Calls

To provide pertinent information and updates.

How will this be accomplished?
- Being **INTENTIONAL**
- Listening to your requests
- Each month provide reminders and upcoming key dates pertaining to the authorization process
- Each call will provide leaders with information tied to the Charter RFA process

REMINDER: Monthly calls are held every 2nd Wednesday @ 11:00 am

Key Dates

LDOE Submission Due Dates- Local Authorizers

Date	Action
March 1-June 30, 2025	**Parental Involvement Survey Participation-**Annually LEAs and Charters are identified to participate in the Parent Involvement Survey. The data collected in this survey is reported in the annual SPP/APR to the Office of Special Education Programs. If you have any questions or require further information, contact yolanda.oates3@la.gov.
Mid-April for Draft; Mid-May Final Issue	**LEA Determination Review:** LDOE utilizes a three-tiered process to gather data to annually determine if the state meets requirements for the purposes of IDEA. The department provides a period for review of the draft. LEAs are encouraged to carefully review and report any items of concern during the draft review period. If you have any questions or require further information, contact yolanda.oates3@la.gov.
April 30-August 5	**Sponsor Site Form Request-** The Sponsor Site form, which is to be completed for any site code changes, will open April 30, 2025 and can be accessed using the following link: 2025-2026 Sponsor Site Information Form Jump Page. Form submissions to update an existing sponsor/site are due August 5, 2025.

LDOE Submission Due Dates- Local Authorizers

Date	Action
April-July	**SLT and Evaluator Ratings:** In accordance with requirements listed in Bulletin 130, teachers report results of SLTs and evaluators rate during this timeframe. Systems are encouraged to enter this data and finalize evaluations.
May 31	**Local SEAC Reporting:** In accordance with R.S. 17:1944, local school systems are required to post their annual Special Education Advisory Council (SEAC) report on their local website and submit their report to the Department annually by May 31st. A report template is available. If you have any questions or require further information, contact specialeducation@la.gov.
May 31	**Board Financial Disclosure-** Board members are required to submit a copy of their Tier 3 Financial Disclosure form annually. The Charter Board Chair of BESE Authorized charters shall submit the financial disclosure forms to charters@la.gov.

2024-2025 Annual Charter School Application Process Key Dates
To begin operation in 2026-27

Date	Annual RFA Process
January 17, 2025	Local school boards deadline to consider Type 1 and Type 3 charter applications
January 31, 2025	Local school boards notify LDOE of board recommendations regarding the approval or denial of received applications is **January 31, 2025** through the Jotform process.
March 31, 2025	LDOE submission deadline for the full application for Types 2, 4, and 5 applicants
August 19, 2025	Types 2, 4, and 5 Applicants: BESE considers applications for new charter schools

2025-2026 Mid-Year Charter School Application Process Timeline
To begin operation in 2026-27

Date	Annual RFA Process
June 11, 2025	LDOE application opens for Type 2, 4, and 5 applicants.
June 30, 2025	Letters of Intent due to LDOE.
July 7, 2025	Eligibility Determination Forms Due to LDOE.
July 18, 2025	LDOE submission deadline for the full application for Types 2, 4, and 5 applicants.
September 2025	Capacity Interviews for Type 2, 4, and 5 applicants conducted by 3rd Party Reviewer.
December 9, 2025	Types 2, 4, and 5 Applicants: BESE considers applications for new charter schools.

Charter Board Governance

Charter Board Governance

A charter board is an organized group of volunteers who are responsible for the health and effectiveness of the organization. The primary role is to govern, which encompasses legal responsibilities, general oversight, planning, policy-making, and fiduciary responsibilities.

- Board has authority only when voting as a group.

- No single member of the board has authority for the board as a whole.

- Successful charter schools depend on well functioning boards,

- A board may hire staff and delegate certain powers to school leaders or education management services, however the board remains the responsible party for supervision and control of the school.

Charter Board Governance

Governing Board Responsibilities:

- Ensure academic program is successful
  - Internal Assessments
  - External Assessments
- Ensure program and operation adhere to charter terms and conditions
  - Compliance with statutory and regulatory requirements
- Ensure the school remains a viable organization
  - Financially solvent
  - Professional staff competency

Charter Board Governance

Governance versus Management

Goal Setting

If it states an expectation or clarifies a direction, it is the role of governance and is a responsibility of the board

Actions to Accomplish Goals

If it acts in a way to accomplish goal or carry out an activity, it is the role of management and is a responsibility of the administration.

Charter Board Governance

Board Composition

- LA Bulletin 126 requires charter boards have at least seven members.

- Members cannot be employed by the schools they oversee

- Board members should possess a diverse range of professional skills, expertise, and interests, including areas like education, finance, and law.

- At least 60% of board members must reside in the community where the school is located, which is defined as the parish where the school is located or immediately neighboring parishes.

Charter Board Governance

Founding Phase

- Time Commitments
  - Establishment of Non-profit governance board
  - Establishment of tax-exemption status
  - Completion of board governance training
  - Establishment of procedures for receipt of state background checks
  - Establishment of relationships with community contacts, local district (LEA), and parish chamber of commerce

Charter Board Governance

First-Five Years

- Time Commitments
  - Attendance at board meetings
  - Attendance at committee meetings
  - Preparation for board and committee meetings
  - Completion of tasks outside of board meetings

Charter Board Governance

Budget Monitoring Guidance

- Comparison of actual enrollment to budgeted enrollment

- Comparison of actual revenues and expenditures to budgeted amounts and evaluation of consistency

- Cash fund balance to cover upcoming expenses

- Performance on student outcomes

- Public funds usage in compliance with state laws and regulations

Charter Board Governance

Habits of Highly Successful Charter School Boards

- Understanding of charters and accountability

- Clear expectations for board member roles

- Maintain membership

- Exhibit a varied skill set

- Utilize committees

- Maintain academic oversight

- Provide financial oversi

- Continue to grow capacity to govern

- Fundraise

- Work with urgency

Charter Board Governance

Resources for Authorizers on Charter Board Governance

- [SUNY Charter Schools Institute](#)

- [Osprey Wilds Environmental Learning Center Charter School Division](#)

- [Building Excellent Schools](#)

Diverse Learner Updates

EOY DIBELS Testing for Students with Limited Verbal Skills

School systems can refer to the [Diverse Learners' Literacy Screening Guidance](#) for students with limited verbal skills.

Good Cause Exemption: Frequently Asked Questions

- **How is reading being documented on the student's 504 plan?**
  - If using the state's <u>504 plan</u>, document the reading goal and academic concern of reading under part A and part J. On part A, the citing of evidence, discuss the student's reading concerns here, what intervention has been provided, and progress with the intervention. On part J for instructional services/interventions, it is recommended to provide similar information regarding the student's reading concerns, goals that are being worked towards, interventions being provided, and current data regarding those interventions. As long as the 504 plan reflects intensive reading interventions for 2 years, the student meets <u>good cause exemption</u>.

Please contact <u>diverselearnersupport@la.gov</u> with questions.

Extended School Year (ESY) Services:
Guidance for Diverse Learners

- **What is the purpose of ESY?** Extended School Year (ESY) services are special education and related services provided beyond the regular school year to ensure a student with a disability continues to make progress toward their Individualized Education Program (IEP) goals.

- **Who should be considered for ESY services?** Students are eligible for ESY services if the IEP team has determined on an individual basis, based upon a review of multiple data sources and factors, that an ESY is required for that student to receive a Free Appropriate Public Education (FAPE). Students must be between the ages of 3-21, identified with a disability according to *Louisiana Bulletin 1508*, and have a current IEP.

- **What are the Eligibility Criteria for ESY services?** A student may be eligible for ESY services if the IEP Team determines that the student meets one or more of the following criteria regression-recoupment, critical point of instruction 1 (CPI-1), critical point of instruction 2 (CPI-2), and special circumstances.

Please contact diverselearnersupport@la.gov with questions.
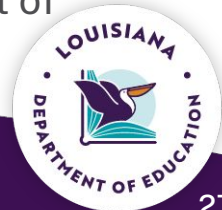
Shaywitz DyslexiaScreen™

You have been identified as a coordinator for LDOE dyslexia screening for the current school year. We are attempting to get you up and running with screening so that you can complete it by the end of the school year. There are some steps you can help with.

Regardless of whether or not you've received any emails from our Review360 system, please attempt to log into the system as soon as possible. You can access on your web browser here: **https://www.psiwaresolution.com/Review360/Login** If you are NOT able to log in, please email andrea.press@pearson.com with your district and any errors you might have.

If you are able to log in, you should be able to create new user accounts for your school-level administrators, if any. When you create the users, they should receive an automated email from Review360, and they can then create accounts for the teachers or other educators at their schools that will complete the screeners. If you are not yet seeing students in your district, this should be resolved soon. A brief instruction sheet for creating new users is attached to this email.

Once your district has created school administrator and teacher accounts, and you are seeing students in the account that can be screened, there are two methods that can be used to do the screening – either creating teacher rosters to organize the students or screening students without rostering. There are also instructions attached for each of those methods.

Guidance:

- Adding a student to your roster
- Adding a new user
- Screening Students without a Roster

Interactive Training:

- Stay tuned!

Please contact diverselearnersupport@la.gov with questions.

Numeracy Professional Learning: Act 260 of 2023

The Louisiana Department of Education (LDOE) has developed a full suite of Numeracy Professional Learning courses for K-12 math teachers. This includes the training required by Act 260 (2023). Act 260 requires all grade 4-8 mathematics teachers to complete an approved professional learning course that focuses on numeracy skills instruction **by August 1, 2025.**
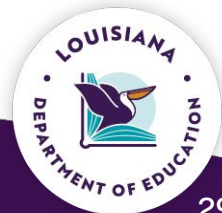
End-of-Year Reminders

Student Support & Documentation

- Review and update all Individualized Education Programs (IEPs)
- Finalize and document progress on all IEP goals and objectives
- Ensure all student data is current and systematically organized
- Document any IEP goals not met, including contributing factors for future consideration
- Develop transition plans or handover information for the student's next educational team
- Hold transition meetings for receiving school staff

Record Management

- Systematically organize and file all IEPs, evaluations, parent communication logs, and service records
- Adhere to district guidelines for the return or archiving of confidential student files
- Follow school protocols to shred outdated or unnecessary confidential documents

Please contact diverselearnersupport@la.gov with questions.

MOY and EOY Literacy Screening Gifted Referral Data Collection

School systems are required to report the following data sets for for Kindergarten through Grade 3:

- The number of gifted students scoring in the above-average range on the literacy screener

- The number of non-gifted students referred for additional screening

- The number of non-gifted students referred for gifted evaluation

Please submit MOY and EOY gifted referral data by **May 16**.
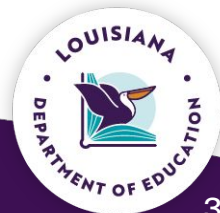
SEAC Report Collection Open

- Pursuant to R.S. 17:1944, the Department is collecting school systems' Special Education Advisory Council (SEAC) report. Legislation requires that the report be posted annually on the local systems' website. Please submit one website link to the approved report per school system by **May 31**.
- Those links are provided to SEAP in an annual report.
    - Make sure the link is a live link on your website.
- We do have a report template that you can use.
- Last year's reports are publicly linked on our website.
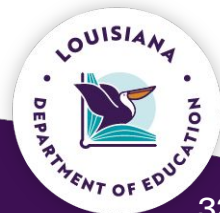
EOY Data Collection - SPP/APR

Begin verifying the following EOY data:

- Discipline - Final Run: **July 7**
  - Disciplinary Removals - Summary and Detail Reports
- Exiting - Final Run: **July 10**
  - Exit - Child Summary and Listing Reports
  - Cross Check, Exit

EOY Data Collection - SPP/APR

Begin verifying the following EOY data. Deadline to correct errors: **July 25**

- Initial Evaluations
  - SPP Indicator 11 Report
- Part C Transition
  - Part C Transition Compliance Report
- Post School Transition
  - Post School Transition Information Report
  - Post School Transition Missing Information Report
  - Post School Transition LEA Summary Report

High Cost Services

Round 1:
- School systems should submit amendments prior to **June 30**.
- LDOE will continue to monitor and conduct outreach to ensure amendments are submitted by the deadline.

Round 2:
- The amendment cycle is open.
- School systems should submit amendments prior to **September 30**.

Please contact ashley.augustine@la.gov with questions.

Students with Disabilities from Military Families

R.S. 17:101 D allows for remote registration for children of military personnel. None of the following shall preclude a child from registration prior to residency and preliminary enrollment as provided in this Section:

(1) Having an individualized education program or family service plan under the Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq.

(2) Receiving or qualifying for special education courses or services.

(3) Having an exceptionality as defined in R.S. 17:1942.

(4) Receiving or qualifying for accommodations or services under the 1973 Rehabilitation Act, 29 U.S.C. 504

Seclusion and Restraint Reminder

- All incidents of seclusion and restraint must be reported in SER.
- Key Considerations:
  - Are teachers and school staff using consistent protocols/tools/timelines for collecting and maintaining data?
  - What are the follow-up and intervention procedures when seclusion and restraint procedures repeatedly occur with the same student and/or adult?
  - In what manner and under what timelines are incidents of seclusion and restraint communicated to principals, local special education directors, and parents?
  - Who is responsible for submitting incidents of seclusion and restraint in SER?
- Developing Local Guidance, Reporting Guidance

Identifying and Supporting English Learners (ELs) with Disabilities Guidance

The Department is excited to announce the release of guidance to support the identification of English Learners (ELs) with disabilities!
This guidance was designed to assist school systems in the provision of access to high quality instruction for ELs who are suspected of having a disability.

Please contact diverselearnersupport@la.gov with questions.
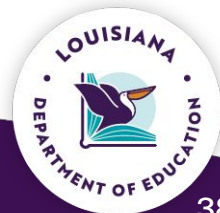
Fast Track ESL Add-on

Tuition-free courses are available for teachers and leaders to earn an ESL Add-On credential.

Please complete the 2024-2026 Early Interest Survey to receive information about Project Endorsement Plus opportunities.

Professional Development Courses are also included with Project Endorsement Plus.
- Looking at Student Academic Language Foundations (LASAL) Professional Development
- Parents as Partners in Literacy (PaPiL) Professional Development

Please visit www.ASPDgroup.com or email registration@aspdgroup.com for more information.
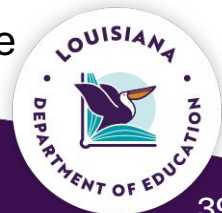
TEACHER LEADER SUMMIT 2025

A *New Story* for LOUISIANA EDUCATION

June 10-12 | New Orleans Ernest N. Morial Convention Center

Teacher Leader Summit 2025 celebrates Louisiana's historic education progress and sets the stage for the next chapter of success.

Registration is open!

Registration for this event will be on a first-come, first-served basis. As space is limited, early registration is encouraged. **There will be no on-site registration**.

- **Regular Registration**: $299 (March 15-April 18)

REGISTER HERE!

Please contact **LDOEevents@la.gov** with questions.

Featured Sessions: Diverse Learners

- The Power of the IEP

- What Principals Need to Know About the Special Education Playbook

- What Teachers Need to Know About the Special Education Playbook

- Implementing the Special Education Playbook for Leaders Already Familiar with the Best Practices

- Bringing the Special Education Playbook to Life: IEP Writing that Supports Instructional Best Practices for Students with Disabilities

- Life After Alternate Assessment

- Navigating the LEAP Connect Pathway

Featured Sessions: Diverse Learners

- Bridging the Gap: Promoting Academic Success for Newcomer and Long-term English Learners

- Navigating Language Development Standards: Supporting English Learners in Meeting State Benchmarks
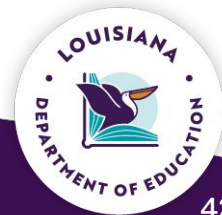
Educator Evaluation Updates

LEADS Implementation Resources

Resources to support effective LEADS implementation continue to be added to the LEADS Public Collections section of the Professional Learning Platform.

- The Rubric is Holistic: Promoting Strong Academic Conversations
- The LER is Holistic: Impact of Thinking and Problem Solving on Student Engagement
- Full Length Lesson Sets
- Video Clip Collection
- Louisiana Counselor Evaluation Training for Counselors
- Louisiana Educator Evaluation Training for Teachers

Please contact LEADS@la.gov with questions.
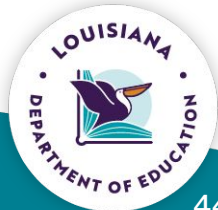
LEADS Evaluator Training and Resources

All systems will transition to Louisiana Educator Advancement and Development System (LEADS) Evaluations in the 2025-2026 school year.

- All first-time LEADS evaluators and designated observers should register to attend evaluator training and pass a certification assessment prior to evaluating.

Resources to support the transition are available in the LEADS Library.

- Evaluation Implementation Guidance for System Leaders
- Evaluation Frequently Asked Questions List
- LEADS Webinar for System Leaders
- Alternate Rubric Waiver Request

Please contact LEADS@la.gov with questions.
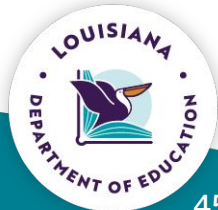
Reporting 2024-2025 Evaluation Data in LES

Systems should have finalized observations and Student Learning Target data (if available). Educators should have completed the following tasks in LES.

Evaluators	Teachers	Counselors and School Leaders
- Check rosters - Enter and complete observations - Accept and rate SLTs - Enter EOY conference scores - Finalize evaluations	- Enter SLTs - Enter self-assessment scores - Assess students and report SLT results	- Enter self-assessment scores - Enter SLTs and report results

Principal Survey

The Principal Survey is open through May 30 in the Louisiana Evaluation System (LES) for all systems participating in the Louisiana Leader Rubric (LLR) Learning Year. This anonymous survey is a key component of LEADS.

LES system contacts should have received an email with the Principal Survey Guide for Educators and additional information.
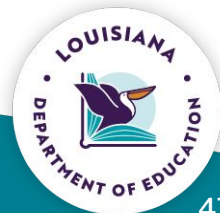
Roster Verification

Roster Verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purpose of value-added (VAM) analysis. The Roster Verification–Louisiana Education Portal (LEP) *(formerly Curriculum Verification Roster-CVR)* [User Guide](#) is now available.

Roster Verification View Only-Data Managers, Sites Leaders and Teachers review rosters for accuracy-open now until May 2

Roster Verification-Teachers and Site Leaders will verify rosters May 5-30

Please see the [Roster Verification in LEP Resource Page](#) for additional information.

Please email SystemSupport@la.gov for any Roster Verification questions.

Helpful Links

Resource	Description
Charter School Library	This webpage includes links to charter school finance, guidance, reviews, and pre-opening information.
Newsletter	This webpage offers a links to all newsletters offered by the LDOE.
Charter Inbox	Please reach out to us through the Charter Inbox with your questions.

Questions

For further inquiries, please reach out to:

Charter Authorization

charters@la.gov

Ex. Director of Charter Authorization

Jade.Gambino@la.gov

Upcoming LEA-Authorized Charter Monthly Call

July 9, 2025 at 11:00 am

Topics: Capacity of Applicant Teams

TLS - Authorizing Practices

Tuesday, June 10 @ 10:15

Wednesday, June 11 @ 9:25